



# Indiana Department of Education

SUPPORTING STUDENT SUCCESS

## MEMORANDUM

**TO:** Superintendents

**FROM:** Dré Knox, Coordinator, Office of Integrated Services

**DATE:** April 1, 2011

**SUBJECT:** Reading is Fundamental (RIF) Mini Grant

The Indiana Department of Education (IDOE) is again sponsoring **Reading is Fundamental (RIF) Mini-grants**. This program supports the distribution of free paperback books to promote reading to children throughout the state. These competitive RIF mini-grants are made available to schools which wish to sponsor a local RIF program during the school year. To be considered for funding, an applicant must agree to have three (3) book distributions prior to May 12, 2012.

Participation in this program does not require that a local school include its entire student body. If the school's resources are limited, a school may identify a single grade or a group of grades to be serviced by this program. Specific students within a classroom should not be identified.

The RIF's mini-grants are to be used for book purchases only and will be three-to-one matching grant awards. For every \$1 of local funding, RIF will provide \$3 toward the purchase price. The total awarded mini-grant will be based on national allocation for 2011-2012.

RIF's top priority is the nation's underserved children. To serve these children, RIF has changed the selection process so that participating schools must have more than **55%** or higher of the students to be served on the free or reduce lunch program.

The RIF mini-grant program provides an excellent way for schools to promote recreational reading and home libraries at a minimum expense. A school wishing to implement a local RIF program should complete and return the enclosed application form. *This program is not available to any school that is currently operating a federal RIF project at any grade within the school.*

If you have any questions about Indiana mini-grant application process through IDOE or RIF program in general, please contact:

**Dré Knox at 317-232-9164 or by email [dknox@doe.in.gov](mailto:dknox@doe.in.gov)**

Return the completed application form and project outline to arrive in the Office of Integrated Service no later than **4:30 p.m. on Friday May 13, 2011**. Faxed applications will not be accepted.